

MINORITY, WOMEN & SMALL BUSINESS ENTERPRISE

MANAGING MINORITY-OWNED, WOMEN-OWNED & SMALL BUSINESS NEEDS

- Notified approximately 150 certified M/WSBE vendors regarding various procurement opportunities available for participation with Leon County through an automated email service.
- Formed a Memorandum of Understanding with the department of Management Services, Office of Supplier Diversity in order to reduce barriers created by duplicating certifications and to increase the number of minority- and women-owned business enterprises participating in opportunities afforded by Leon County.
- Hosted a Reverse Trade Show, whereby the local business community was afforded an opportunity to meet with the following Leon County Divisions: Operations, Engineering Services, Parks and Recreation, Solid Waste, Facilities Management, Housing & Human Services, Purchasing, and M/WSBE. The M/WSBE division anticipates hosting a reverse trade show once a year to keep the local community abreast of Leon County's procurement opportunities.
- Sponsored a "Munch and Learn," workshop on reinvesting locally. Workforce Plus presented to local businesses the benefits of the American Recovery and Reinvestment Act; benefits included but were not limited to: business owners could receive up to 50% reimbursement for on-the-job training, as well as grants available up to \$5,000 dollars for an employed worker training in Gadsden, Leon and Wakulla counties. SCORE Counselors to America's Small Business attended as well to inform the community of some of the free services they provide which included: free small business mentoring and free how-to workshops. In attendance were several governmental agencies, such as Leon County, the City of

Tallahassee, Office of Supplier Diversity, The FSU Supplier Diversity Office and Leon County Schools, to extend welcomes and introduce their program benefits.

- Re-introduced the Small Business Program to the community by mail, and nearly 500 local businesses were notified regarding the changes and benefits of becoming small-business-certified.



DID YOU KNOW

M/WSBE staff provides vendors with the County's current listing of potential projects, as well as informational tips on how to obtain contracts with Leon County.

The purpose of the Minority, Women and Small Business Enterprise (M/WSBE) division is to effectively communicate Leon County procurement and contracting opportunities, to enhance business relationships, to end disparity and to increase participation opportunities for certified minority, women and small business enterprises in a competitive environment.

M/WSBE is tasked with providing opportunities for local businesses to secure Leon County government contracts and for closing the gap in disparities for local businesses that are minority- or women-owned. Staff also develops workshops that assist vendors with bidding on County contracts and provide forums for subcontractors to meet with prime contractors.

Division Director Iranetta Burnett and her team are responsible for determining who is eligible for certifications, maintaining records of certified businesses, making sure vendors are trained and ready to do business with Leon County and establishing relationships with the owners of M/WSBE businesses.

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